

# Wachusett Regional School District

## *Homeschooling Application Packet*

Dear Parent/Guardian:

Thank you for your request of a homeschooling packet. Please find the following materials enclosed in this mailing:

- ▶ Notice of Intent to Pursue a Program of Home Education
- ▶ Wachusett Regional School District Home Education Procedures
- ▶ Policy 3890 *Policy Relating to Education* *Home School Education*
- ▶ “Guidelines for Home Schooled Children Who Wish to Receive Credits toward Graduation at Wachusett Regional High School”

If you have questions or concerns, please do not hesitate to contact:

Wachusett Regional School District Central Office  
Attention: Director of Social Emotional Learning  
1745 Main Street, Jefferson, MA 01522

Phone: (508) 829-1670 ext. 237

Email: [homeschool@wrsd.net](mailto:homeschool@wrsd.net)

Enclosures

# Notice of Intent to Pursue a Program of Home Education

Please complete this form, attach any additional information, and forward to:

Wachusett Regional School District  
Attention: Director of Social Emotional Learning  
1745 Main Street  
Jefferson, MA 01522  
Email: homeschool@wrsd.net

This completed packet should be submitted prior to starting the home education program. Expect a response from the Superintendent or designee before the first day of the new school year, or within 15 working days if submitted after the start of the school year. If this process is initiated during the school year, the student must remain in school until the school district and the parents/guardians agree jointly to the home education plan.

## Contact Information

Parent/Guardian: \_\_\_\_\_

Address (street/PO box, city and zip code):

\_\_\_\_\_  
\_\_\_\_\_

Phone (primary): \_\_\_\_\_ Phone (alternate): \_\_\_\_\_

E-mail address: \_\_\_\_\_

Home Education Program Start Date \_\_\_\_\_ End Date \_\_\_\_\_

Student Name \_\_\_\_\_ Age \_\_\_\_\_ DOB \_\_\_\_\_ Grade \_\_\_\_\_

I give permission to the Wachusett Regional School District to share demographic information (name, address and date of birth) with state agencies when requested for census purposes.

\_\_\_\_\_  
Parent/Guardian Date: \_\_\_\_\_

On a separate page, please describe the following:

- A. The instructional program to be taught, including subjects and instructional aids to be used, as well as hours of instruction.  
*Please be sure to include the 5 required subject areas listed below:  
**English Language Arts (ELA), Math, Science, Social Studies, Physical Education***
- B. The academic background, life experience and/or qualifications of those who will be instructing as they relate to the program described in section A
- C. The method to be used for end-of-year reporting
  - a. Progress reports, portfolios, dated work samples, OR
  - b. An independent report prepared by a certified teacher of the parent's/guardian's choice or some other person approved by the Superintendent, OR
  - c. Standardized testing or program review with the Superintendent or designee, OR
  - d. Any other method agreed to by both the Superintendent and the home educator.

The assessment results/progress report for the agreed upon plan for the current school year shall be submitted to the Superintendent/designee no later than June 30th of that school year.

Upon review of the home education plan, a letter will be sent to the parent/guardian within 15 working days or before the opening of the new school year. A parent/administrative conference may be scheduled if necessary.

*“Failure of a home educator to abide in good faith by the procedures outlined above may result in the School Committee taking action under Massachusetts General Law Chapter 76, sections 2 and 4, upon the recommendation of the Superintendent. CHINS proceedings pursuant to Massachusetts General Law Chapter 119, section 21 will not be invoked for any child pursuing a home education program.”*

Ref: MGL, Chapter 76, Sections 1, 2 and 4; Charles Decision

The following signature confirms intent to provide a minimum of 900 hours of instruction for elementary grades and 990 hours of instruction for secondary grades (Student Learning Time Regulations, 603 CMR 2704).

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

For more information, contact:

**Director of Social Emotional Learning  
Wachusett Regional School District  
1745 Main St.  
Jefferson, MA 01522**

**Phone: 508-829-1670 ext. 237  
Email: homeschool@wrsd.net**

## GUIDELINES FOR HOME SCHOOLED CHILDREN WHO WISH TO RECEIVE CREDITS TOWARD GRADUATION AT WACHUSETT REGIONAL HIGH SCHOOL

The following guidelines, which detail how homeschooled children may receive credits toward graduation for the work they have done during their high school years, are provided for students who may wish to change from Home Schooled status and enroll at the high school as full-time students.

Students who meet all of the course and credit requirements to be considered a graduate must attend Wachusett Regional High School on a full-time basis for at least two semesters in order to receive a Wachusett Regional High School diploma.\*

The guidelines below refer to students who are home schooled at any time during their high school years.

- 1) Students may take a course(s) at a local college or through an approved correspondence course -- in addition to or in place of many courses at the high school. Course work must be pre-approved, in writing, by the student's counselor. At the time of pre-approval, the counselor will also indicate the number of credits the student will receive for each course upon the high school's receipt of official documentation that the course(s) has (have) been successfully completed and credit has been awarded.
- 2) Students may also take courses at home which are pre-approved, in writing, by the student's counselor and the district's curriculum specialist under whose discipline the coursework falls. In such cases, pre-approval will be based on the course's syllabus. At the time of pre-approval, the counselor will also indicate the number of credits the student will receive upon successful completion of the course. Upon completion of the course, the curriculum specialist will make a determination as to whether or not the course has been successfully completed. This will be dependent upon the specialist's review of the assessments provided (e.g., tests, research papers, etc.) and the passing of a final examination, developed by and corrected by the appropriate curriculum specialist.
- 3) In the case of physical education, students must satisfy this requirement in grades 9, 10 and 11 by keeping a log, indicating the date, length of time, and physical activity (i.e., skiing, swimming, tennis, etc.) in which the student is involved, and submitting that log, as documentation, to the district's appropriate curriculum specialist. Seventy-five hours of documented physical activity, pre-approved by the appropriate curriculum specialist, must be completed for each grade listed above. Although no credits toward graduation will be earned, the physical education requirement in each year that the above requirement is met will be satisfied.

To complete the grade 12 requirement, 37 1/2 hours of a planned activity, under the direction of a qualified instructor and pre-approved, in writing, by the appropriate curriculum specialist, must be successfully completed and documented. In doing so, 1 1/4 credits will be awarded towards graduation and the grade 12 physical education requirement will be satisfied.

For further information, please contact the School Counseling Department at Wachusett Regional High School.

\*Exceptions can be made at the discretion of the high school principal in cases of extenuating circumstances.

**POLICY RELATING TO EDUCATION**

**HOME SCHOOL EDUCATION**

The Wachusett Regional School Committee recognizes and respects the right of parent(s)/guardian(s) to educate their child(ren) at home. The School Committee appreciates the personal and cultural uniqueness of each family and the committee desires to ensure that review and confirmation of home education programs is both lawful and equitable.

The Superintendent/designee shall approve a home education program subject to the following:

1. Approval of the program is obtained in advance.
2. The parent(s)/guardian(s) will submit to the Superintendent/designee plans relative to:
  - A. the description of program offerings;
  - B. a description of the assessment process being proposed - which may include a portfolio, certified teacher's report, norm-referenced test results, or any other agreed upon method;
  - C. the general qualifications of home instructor(s);
3. The Superintendent/designee shall respond in writing to plan submission(s) within 15 working days of receipt. Every effort will be made to work cooperatively with home education parent(s)/guardian(s) for the educational success of the child(ren). If the Superintendent/designee determines that a home education program is inadequate, the parent(s)/guardian(s) shall be notified in writing of reasons for concern. A conference will be scheduled with the parent(s)/guardian(s) and the Superintendent/designee to find mutually acceptable ways to correct any deficiencies. The parent(s)/guardian(s) may have representatives at the conference. If the deficiencies are not corrected in a timely manner, the Superintendent may reject the proposal with detailed reasons and may make referrals as deemed appropriate.

**POLICY RELATING TO EDUCATION**

***HOME SCHOOL EDUCATION (continued)***

4. The Superintendent/designee will permit home education students to participate in the annual achievement test battery.
5. Parent(s)/guardian(s) who wish their child(ren) to participate in regularly scheduled activities must meet the standards for participation and must be registered with the building principal.
6. The assessment results outlined in the mutually agreed upon plan for the then-current school year, shall be submitted to the Superintendent/designee no later than June 30th of that school year and it will be reviewed by the Superintendent/designee.

First Reading: 08/21/95  
Second Reading: 09/11/95

First Reading: 11/15/21  
Second Reading: 12/06/21

WRSDC Policy 3890